



System Training and Response (STaR) Team – SAIS Information Series

The SAIS Student Detail Reports

The ADE generated reports and results files that are available in the download area of the Student Detail Data Interchange

Name/Number	Description/Use	Level	Updated	Available Format	Suggested Format	Suggested Viewing
Get SAIS IDs	This file contains all the SAIS ID numbers for students who have records in SAIS for the selected fiscal year. SAIS IDs are paired with each student's school ID. <i>(This file can usually be imported into the student management system to automatically populate SAIS ID fields.)</i>	School or Dist/CH ^{1,2}	After transactions that add student enrollment or student personal information are processed	XML, Simple Text	Check vendor or local SMS developer requirements	Usually imported into SMS. Can be viewed, if necessary, using Internet Explorer for XML or Note Pad for Simple Text.
Get SAIS IDs with CTDS	This file contains all the SAIS ID numbers for students who have records in SAIS for the selected fiscal year. SAIS IDs are returned with each student's school ID and the CTDS code for the school the student attends. <i>(This file can usually be imported into the student management system to automatically populate SAIS ID fields.)</i>	School or Dist/CH ^{1,2}	After transactions that add student enrollment or student personal information are processed	XML, Simple Text	Check vendor or local SMS developer requirements	Usually imported into SMS. Can be viewed, if necessary, using Internet Explorer for XML or Note Pad for Simple Text.
Get the Status on Submitted Import Files	This document contains the results of the transactions in each submitted file. Users may choose to return the results for any submitted file by sequence number or simply return results for the last file submitted. <i>(The file can usually be imported into the SMS. Some student management systems require that this file be imported in order to advance to the next submission file sequence number.)</i>	School or Dist/CH ^{1,2}	After transactions are processed	XML, Simple Text	Check vendor or local SMS developer requirements	Usually imported into SMS. Can be viewed, if necessary, using Internet Explorer for XML or Note Pad for Simple Text.
Student Integrity Status Report	This report shows the current Integrity status of student records. The user may apply filters to see results only for a specific Integrity run (i.e., ADM, October Enrollment, Year End Enrollment, SPED or ELL) or choose to see all Integrity errors. The user may also select an option to view Integrity failures only or to see all messages including Integrity warnings. Students whose records pass Integrity checking processes and have no Integrity warnings will not be included in this report.	School or Dist/CH ^{1,2}	After Integrity processing is completed	XML, Simple Text	XML	Microsoft Internet Explorer Version 5.5 or higher Save on local drive before opening ³

¹ Dist/CH – District/Charter Holder Level

² These files should be downloaded at the same level used to submit files to SAIS.

³ Depending on system configuration, it may be possible to open this report without first saving it to a local drive. Those who run Microsoft Windows XP may open this report directly by configuring security settings according to the following procedure. In Microsoft Internet Explorer, choose Tools/Internet Options/Security/Custom Level. Under Miscellaneous-Access data sources across domains, choose "Enable," then click "OK." Please check with your local network administrator before changing security settings.

Name/Number	Description/Use	Level	Updated	Available Format	Suggested Format	Suggested Viewing
SDADMS71-1 Student Membership by DOA	This report details all personal information and all information pertaining to membership that currently resides in SAIS for individual students who attend the school. Data must reside in SAIS that shows that the student has, or has had, a period of membership in the school during the selected fiscal school year at the time this report is requested. Otherwise, the report will be blank.	Student Accessed at school or Dist/CH level ¹ (SAIS ID Required)	After transactions are processed ⁴	PDF, XML	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDADMS71-2 Student Membership by DOR	This report details all personal information and all information pertaining to membership that currently resides in SAIS for individual students who attend a school in the district or charter. Data must reside in SAIS that shows that the student has, or has had, a period of membership within a school in the district or charter during the selected fiscal year at the time this report is requested. Otherwise, the report will be blank.	Student Accessed at Dist/CH level ¹ (SAIS ID Required)	After transactions are processed ⁴	PDF, XML	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDADMS72 Unadjusted Student ADM Report	This report is a compilation of the current, raw data that affects Average Daily Membership and Average Daily Attendance calculations. Please see Understanding the SDADMS72 Report available as part of the <i>SAIS Information Series</i> at http://www.ade.az.gov/schoolfinance/star for more details.	Grade within a school	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDADMS73 Student Personal Information Report	This report is a compilation of most of the student personal information (PI) that resides in SAIS. It can be used to view the following PI for an individual student or for all students within a particular grade level: SAIS ID, School ID, Last Name, First Name, Middle Name, Nick Name, DOB, Birth Country, Birth State, Ethnicity, Gender, Foreign Exchange, Home Language Code, Normal Graduation Year, and Withdrawal Status.	Grade within a school or individual student	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDADMS74 Student Excessive Absence Report	This report lists students who have SAIS records indicating ten consecutive unexcused absences. <i>The report does not include students for whom attendance is submitted.</i>	School or Dist/CH ¹	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDADMS75 Adjusted Student ADM Report	This report shows the result of the most recent Aggregation for Average Daily Membership and Average Daily Attendance. Total membership and absence days are shown for each eligible membership, for each period (days 1-40 and days 41-100). The report also shows the total membership and absence days computed for each membership by register ID. Please see Understanding the SDADMS75 Report available as part of the <i>SAIS Information Series</i> at http://www.ade.az.gov/schoolfinance/star for more details.	Grade within a school or all grades within a school or grade within a district	After Aggregation for membership is processed	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser

¹ Dist/CH – District/Charter Holder Level⁴ This report is only updated when transactions affecting fields in the report are submitted to and successfully processed in SAIS.

Name/Number	Description/Use	Level	Updated	Available Format	Suggested Format	Suggested Viewing
SDADMS76 Funding Exclusion Report	This report lists students whose records have passed Integrity processing, but are ineligible for funding. Most commonly, these students that have been submitted with a tuition payer code of {2}, {3}, or {4}, are preschool students without reported disabilities, or have reached their 22nd birthday.	School or Dist/CH ¹	After Aggregation for membership is processed	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDADMS77 Summer Withdrawals Report	This report lists students who have a summer withdrawal record in SAIS including a valid code and withdrawal date. Since students with a record of summer withdrawal do not have membership in the school during the fiscal year selected for this report, they should not be shown on any other Student Detail reports relating to membership (SDADMS71-1, 72, or 75) for that year.	School or Dist/CH ¹	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDADMS78 Deleted Student Enrollments Report	This report lists students whose last successfully processed transaction in SAIS resulted in deleted enrollment, deleted language program participation, or deleted special education program participation. The report may be helpful in determining why a student who had shown as successfully enrolled as a member of the school or in an ELL or SPED program at an earlier point in the school year no longer appears on SDADMS72, SDELL71 and/or SDSPED71 reports respectively.	School	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDADMS79 Dropout Tracker Report	This report lists students who have SAIS records indicating that they have dropped out of school (withdrawal and summer withdrawal codes: W4, S4, W5, S5). The report also lists whether or not these students had a subsequent enrollment in another Arizona district or charter school.	School or Dist/CH ¹	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDEC71 Early Childhood Program Participation Report	This report lists all relevant data that currently resides in SAIS pertaining to each student's early childhood program participation.	School or Dist/CH ¹	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDEC72 Early Childhood Assessment Report	This report lists all relevant data that currently resides in SAIS pertaining to each student's early childhood assessment results.	School or Dist/CH ¹	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDEC73 Early Childhood Assessment Search Report	This report lists all relevant data that currently resides in SAIS pertaining to an individual student's early childhood assessment results history. <i>A student must have an active membership in the requesting school or school district in order to retrieve his/her early childhood assessment results.</i>	Individual student at School or Dist/CH ¹ (SAIS ID Required)	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser

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Name/Number	Description/Use	Level	Updated	Available Format	Suggested Format	Suggested Viewing
SDELL70 Student Detail ELL Assessment Search	This report lists all relevant data that currently resides in SAIS pertaining to an individual student's ELL assessment results history. The report is especially useful to determine if a student who is new to a school has been previously assessed, and if so, whether the most recent assessment result shows the student to be eligible to participate in an English Language Learner Program. <i>A student must have an active membership in the requesting school, school district or charter holder in order to retrieve his/her ELL assessment results.</i>	Individual Student at School or District or Charter Holder (SAIS ID Required)	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDELL71 ELL Report	This report lists all relevant data that currently resides in SAIS pertaining to each student's English language needs and English Language Learner program participation. The report will also identify students whose ELL records have failed in Integrity processing.	School or Dist/CH ¹	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDELL72 ELL Assessment Report	This report lists student assessment results (<i>used to qualify students for placement in English Language Learner programs</i>) that currently reside in SAIS. The report will also identify students whose ELL records have failed in Integrity processing.	School or Dist/CH ¹	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDELL73 Language Assessment Totals Report	This report lists aggregated counts of ELL assessments administered during the current fiscal year. Totals are listed by assessment result and also indicate which records, if any, are failing Integrity or for which Integrity has not run.	School or Dist/CH ¹	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDIEP71 Initial IEP Report	This report lists preschool students with disabilities who have a record in SAIS documenting their initial IEP (Individualized Education Program). The report also includes whether or not the students are enrolled in an Arizona Early Intervention Program.	District or Charter Holder	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDSPED71 SPED Report	This report lists all relevant data that currently resides in SAIS pertaining to each student's special education needs and special education program participation. The report will also identify students whose special education records have failed in Integrity processing.	School or Dist/CH ¹	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser

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SDSPED72-1 SPED by DOA Report	<p>This report lists all relevant data that currently resides in SAIS pertaining to each student's special education needs and special education program participation within the District of Attendance. The report will also identify students whose special education records have failed in Integrity processing.</p> <p><i>This district/charter holder report is intended for use with third party software such as an XML editor or a spreadsheet application such as Microsoft Excel.</i></p>	District or Charter Holder	After transactions are processed ⁴	XML or Simple Text	<p>XML for viewing online (may not be appropriate for printing)</p> <p>Simple Text or XML for use with third party software</p>	<p>Microsoft Internet Explorer Version 5.5 or higher</p> <p>Save on local drive before opening³</p>
SDSPED72-2 SPED by DOR Report	<p>This report lists all relevant data that currently resides in SAIS pertaining to each student who is tuitioned out to a private school or who attends a Head Start for special education needs and special education program participation by District of Residence. The report will also identify students whose special education records have failed in Integrity processing.</p> <p><i>This district/charter holder report is intended for use with third party software such as an XML editor or a spreadsheet application such as Microsoft Excel.</i></p>	District or Charter Holder	After transactions are processed ⁴	XML or Simple Text	<p>XML for viewing online (may not be appropriate for printing)</p> <p>Simple Text or XML for use with third party software</p>	<p>Microsoft Internet Explorer Version 5.5 or higher</p> <p>Save on local drive before opening³</p>
SDADMS80-1 Charter/Public Concurrencies Report	<p>This report identifies each student whose current SAIS data indicates that he/she has a simultaneous membership period in a charter school and a public school that is not a charter school.</p> <p>Please see Understanding Concurrent Enrollment available as part of the <i>SAIS Information Series</i> at http://www.ade.az.gov/schoolfinance/star for more details.</p>	School	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	<p>Adobe Acrobat Reader</p> <p>Save to hard drive or open directly in the browser</p>
SDADMS80-2 Student Detail Concurrency Report	<p>This report identifies each student whose current SAIS data indicates that he/she has a simultaneous membership period in any combination of Arizona public schools.</p> <p>An option exists to view this report for an individual student by entering his/her SAIS ID or for all students in the school who have concurrent enrollments.</p>	<p>School or Individual Student</p> <p>(SAIS ID Required)</p>	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	<p>Adobe Acrobat Reader</p> <p>Save to hard drive or open directly in the browser</p>

³ Depending on system configuration, it may be possible to open this report without first saving it to a local drive. Those who run Microsoft Windows XP may open this report directly by configuring security settings according to the following procedure. In Microsoft Internet Explorer, choose Tools/Internet Options/Security/Custom Level. Under Miscellaneous-Access data sources across domains, choose "Enable," then click "OK." Please check with your local network administrator before changing security settings.

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SDSUPP71 Support Program Participation Report	<p>This report lists all students who have been reported as having a “Need” in one of the following “Need Groups” as defined in the ADE Code Values Document:</p> <ul style="list-style-type: none"> Giftedness Economic Disadvantage⁵ Behavioral Disadvantage Academic Disadvantage <p>Additionally, the report lists students who have been reported as participating in the following Support Programs:</p> <ul style="list-style-type: none"> 21st Century Neglected or Delinquent Program Services School Improvement, Supplemental Education Services Title I Mathematics Title I Other Title I Reading Title I Science Transportation/Migrant Transportation/School Choice Gifted Johnson-O'Malley Indian Education Failing Schools Tutoring <p>The report may be filtered to display a particular Need category only, or to return lists for all Need categories.</p>	School or Dist/CH ¹	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	<p>Adobe Acrobat Reader</p> <p>Save to hard drive or open directly in the browser</p>
SDSUPP72 NCLB 1 and NCLB 2 Indicator Totals	<p>This report provides aggregated NCLB 1 and NCLB 2 indicator counts (free and reduced fee lunch counts) for individual schools within a district or charter holder. The report does not contain any student level identification elements.</p> <p><i>This report is only available in the download area of the Student Detail Data Interchange at the District or Charter Holder level.</i></p>	District or Charter Holder	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	<p>Adobe Acrobat Reader</p> <p>Save to hard drive or open directly in the browser</p>

¹ Dist/CH – District/Charter Holder Level⁴This report is only updated when transactions affecting fields in the report are submitted to and successfully processed in SAIS.⁵The SDSUPP71 report does not include a listing of students reported as eligible for an NCLB indicator. Aggregate counts of such students are displayed on the SDSUPP72 report available at the district/charter holder level.

Name/Number	Description/Use	Level	Updated	Available Format	Suggested Format	Suggested Viewing
SDYE05-1 Year End Enrollment Report	This report was previously known as the “ROLL 05-01” and was available as one of the Student Counts Reports on the District/Charter home page. The SDYE05-1 shows submitted student counts for each Activity Type (<i>Enrollment, Withdrawal, Readmission, Year End Status and Summer Withdrawal</i>) by ethnicity and gender within each grade level. The report also includes a summary page for all grades at a school and, when requested at the district/charter holder level, all grades at all schools combined.	School or Dist/CH ¹	After transactions are processed ⁴	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDTEST01-1 Student Test History Report	This report displays AIMS test results for individual 10th, 11th, and 12th grade students (when available). It is useful when attempting to retrieve previous high school AIMS history for students who transfer between schools. A student must have an active membership in the requesting school, school district, or charter holder in order to retrieve his/her AIMS results. If the student has an active membership in the requesting school, district, or charter holder and has no records relating to AIMS testing in SAIS, a message stating “No High School AIMS Testing history available for this student” will be displayed.	Individual Student (SAIS ID Required) Accessed at School or Dist/CH ¹	After test results are added to SAIS by ADE	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDTEST01-2 Student Test History Report	This report displays AIMS test results for 10th, 11th, and 12th grade students (when available). It is useful when attempting to retrieve previous high school AIMS history for students who transfer between schools. A student must have an active membership in the requesting school, school district, or charter holder in order to retrieve his/her AIMS results. SDTEST01-2 differs from SDTEST01-1 in that all students with AIMS test results at a school or district/charter holder will be displayed. An option to display only students who have transferred into a school or district/charter holder also exists.	Accessed at School or Dist/CH ¹	After test results are added to SAIS by ADE	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser
SDTEST02 Test Labels Report	This report displays the list of students extracted from SAIS whose information was sent to the testing company to generate test labels. It is filtered by test type at the district/charter holder level. Student information is listed by school, including SAIS ID, student name, date of birth, gender, ethnicity, grade, cohort*, and group name. This report may be helpful when verifying which students will receive test labels and determining which students will not receive a test label and will need one created by hand. * This report includes each student’s cohort as determined by SAIS, not the Normal Graduation Year submitted by an LEA.	District or Charter Holder	Each fall and spring per timelines set by ADE’s Research and Evaluation section	PDF, XML, Simple Text	PDF	Adobe Acrobat Reader Save to hard drive or open directly in the browser

¹ Dist/CH – District/Charter Holder Level⁴This report is only updated when transactions affecting fields in the report are submitted to and successfully processed in SAIS.